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17 March 54
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~~RETURN TO~~

RECORDS SERVICES DIVISION

Rec Mgt
5-1-3

MEMORANDUM FOR: Chief, Logistics Office

ATTENTION: Mr. [REDACTED]
Real Estate and Construction Division

SUBJECT: Correspondence Concerning Construction of
Permanent Records Center Facilities

1. Attached are copies of material pertaining to the construction of permanent Records Center facilities which are being forwarded in accordance with the request made by Mr. [REDACTED] of your office.

2. It is my understanding that you were requested by the Director to supply a certificate indicating that no suitable existing structure is available for permanent Records Center operation. The attached material indicates that a previous attempt was made to locate a suitable building. Mr. [REDACTED] General Services Office, made such a request to Mr. [REDACTED] of GPO. The only properties found available were the [REDACTED] and Muirkirk, Maryland. Both were inspected by the DD/A, Colonel White, and found to be unsuitable. It is our understanding that Colonel White then gave his verbal approval to proceed with the recommendation for new construction.

3. The following is a summary, in chronological sequence, of the correspondence and events leading up to the final submittal to the Project Review Committee.

(a) A staff study dated 29 December 1952 with attached route slip initialed by Colonel White dated 14 February 1953. This was the first submittal of a staff study proposing the construction of a Records Center at [REDACTED]. It was returned to Mr. [REDACTED] with a route slip requesting that Mr. [REDACTED] hold the study until Colonel White could explain some of the ramifications to Mr. [REDACTED].

(b) A memorandum from the Chief, GSO, to the DD/A dated 16 March 1953 showing a comparison of [REDACTED] and Muirkirk Warehouses as a Records Center. This was submitted following a verbal request from Colonel White to explore the possibilities of using existing facilities before deciding on new construction. The transmittal slip dated 31 March 1953 with the memorandum indicates that the original was returned to Mr. [REDACTED] with a request that it be re-submitted when positive information on a survey regarding fire protection was available.

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(c) 1. Staff study dated 5 June 1953 - Subject: Additional Space for Records Center," 2. Related comments dated 16 June 1953 by [REDACTED], and 3. Transmittal slip dated 23 June 1953 with note signed by Colonel White. Subsequent to the submittal of (b) above, and after an inspection of the [REDACTED] and [REDACTED] by Colonel White, it is our understanding that tentative approval was given for new construction of a Records Center which resulted in this staff study, dated 5 June 1953, recommending new construction at [REDACTED] for an estimated cost of \$250,000. The comments of Mr. [REDACTED] indicate concurrence in the recommendations made and specify that temporary Records Center arrangements be made at [REDACTED] until new construction could be completed. The transmittal slip with a note signed by Colonel White indicates that he concurred with Mr. [REDACTED]'s comments and the proposal in general.

(d) Staff study dated 28 July 1953 - Subject: "Additional Space for Records Center." This draft of the staff study was prepared following the return of the one described in Item (c) and after some discussions in which it was agreed that additional data, including an estimate for construction, be included. This draft was hand-carried to Colonel White and returned with a request to consider several other factors including more economical construction which the Chief, Logistics Office, had indicated was possible in a memorandum covering the estimate attached as Appendix E to the staff study.

(e) Memorandum from the Chief, GSO, to the Chief, Logistics Office, dated 25 August 1953, requests that a new estimate be prepared on construction of Records Center at [REDACTED] giving consideration to the more economical construction features which were indicated would be possible in the previous Logistics' estimate attached to the staff study described in Item (d) above.

(f) Project Review submittal dated 25 January 1954 proposes construction of CIA Records Center at [REDACTED]. This is the final submittal on the subject and it is our understanding that it has been approved by the Project Review Committee but is presently being held pending a final decision by Mr. Dulles.

[REDACTED]
Acting Management Officer, MIS

Attachments

MIS/RMB/ZGC:cm (1 Mar. 54)

Distribution:

Orig. & 1 - Addressee

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1 - [REDACTED]

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MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment not included